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13 June 1973

25X1A

MEMORANDUM FOR:

Chairman, Office of Security  
Reorganization Task Force

SUBJECT

: Reorganization of OS  
(Clearance Division  
Implementation Plan)

1. Attached for your consideration is a proposed plan for the orderly implementation of the newly designated Clearance Division. The plan is broken down into the following sections:

Staff & Operations Branch  
Industrial & Certification Branch  
Research Branch  
Space, Communications & Equipment  
OS Program

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2. The Clearance Division subcommittee unanimously endorses the Reorganization Plan for Personnel Security and Investigations (PSI), and offers the opinion that the Reorganization Plan will work and will work effectively. The only areas of concern developed during this review that require further consideration by the Task Force are listed below:

- (a) Clerical staffing of the Industrial and Certification Branch does not appear adequate. Two additional slots should be provided for the present EAB incumbents (GS-7 and GS-9) involved in the Liaison Approval Program.

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- (b) The four <sup>25X1A</sup> terminals proposed for the Clearance Division should have the capability of gaining access to <sup>25X1A</sup>. It is suggested that the Task Force implement a review to determine how this can be accomplished.
- (c) The detailed functional review of SRS (Tab C) recommends the reassignment of some current SRS functions to OS components other than the proposed Research Branch. The subcommittee feels that the placement of SRS functions and/or the elimination of functions should more properly be considered by the Task Force.
- (d) The Clearance Division has two of the largest branches in the organizational structure of the Office of Security. The subcommittee suggests that the Security Officer slot (GS-14) in the Staff and Operations Branch and in the Industrial and Certification Branch be redesignated as the Deputy Branch Chief.

3. The undersigned would like to acknowledge the excellent support rendered by IOS and PS personnel during this review. All participants were enthusiastic and positive in their approach to implementation problems. A listing of the individuals who assisted in this review is attached as the last page in this report.

4. The Clearance Division Implementation Plan can be accomplished in place in X-20 working days, however, complete implementation which will involve major space alterations will take much longer, probably from X-100 to 180 working days.

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Chairman, Clearance Division  
Implementation Subcommittee

Attachment:  
As stated

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: 25X1A  
Chairman, Clearance Division  
Implementation Subcommittee

EXTENSION  
6881

NO.  
DATE  
13 June 1973

TO: (Officer designation, room number, and building)

DATE  
RECEIVED FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. 25X1A Acting Executive Officer				Clearance Division Implementation Plan (Attach)
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